

Maricopa County Community Services Commission

Maricopa County Human Services Department

234 N. Central, 3rd Floor,
Arizona Conference Room
Phoenix, Arizona 85004

Monday, March 22, 2010

6:00 PM

Meeting Minutes

Members Present:

City of Glendale – Councilman Steve Frate
City of Tolleson – Vice Mayor Kathie Farr
Town of Gila Bend – Vice Mayor Fred Hull
Valley of the Sun United Way – Amy Schwabenlender
APS – Louise Moskowitz

City of Avondale – Councilman Frank Scott
Chicanos Por La Causa - Terri Cruz
SRP – Marty Sonnenberg

Presenters/Staff/Guests Present:

Staff:

Eileen Albillar
Erik Miller

Guests:

Sylvia Sheffield – Avondale CAP
Shawna Fellenz – CSA Gilbert/Chandler Cap

- 1. Call to Order** Chair Louise Moskowitz called the meeting to order at 6:05PM.
- 2. Roll Call** Erik Miller called roll and a quorum was established.
- 3. Opening Prayer** Vice Mayor Kathie Farr led the prayer.
- 4. Pledge of Allegiance** Vice Mayor Fred Hull led the Pledge of Allegiance.
- 5. Approval of Minutes** Chair Louise Moskowitz asked for approval of the February 22, 2010, meeting minutes. Vice Mayor Fred Hull made a motion to approve the minutes as presented. Amy Schwabenlender seconded the motion. All were in favor and the minutes were accepted as presented.
- 6. Director's Report**

Eileen Albillar provided the Director's Report for Marge Leyvas. Eileen shared the following:

MCHSD CSD was audited by ACAA on the APS, SWG, SRP, URRD and Fuel Fund programs. The audit reflected positive reviews on all funds.

On-site program monitoring is being conducted with all subcontracted CAPs. As of March 22, five monitoring visits were completed. All will be completed by mid-May.

The multi-family complex weatherization project in the town of Guadalupe should be completed by subcontractor FSL Home Improvements (FSLHI) very soon. The Guadalupe project is the 46 unit Father Fidelis housing complex. FSLHI will be working on a 45 unit complex in Tolleson and a 12 unit complex in Wickenburg. MCHSD/CSD will be ensuring that, as feasible, multi-complex projects are conducted throughout Maricopa County.

In January 2010, the Weatherization program completed 35 units. In February 2010, the Weatherization program completed a total of 74 units; of these 71 utilized ARRA funds. Regarding the ARRA funds, to meet the goal of 1600 weatherized units by March 31, 2012, the weatherization program needs to complete more than 80 units each month moving forward. The program goal is to complete one multifamily complex each month as possible.

The Weatherization program completed the 25 unit, Padua Hills located in Wickenburg.

Next week, MCHSD Weatherization staff will be attending a Weatherization Boot Camp, provided by FSL. This Boot Camp will be a three (3) day session, which is condensed down from the normal five (5) day session. The purpose is for staff to learn more in-depth about building science, pressure relief and housing diagnostics.

The HSD/CSD SAIL program was notified of a one-time additional amount of \$100,000 available for SAIL clients to be utilized for chore services.

The CAP request for proposal (RFP) pre-proposal conference will be held next week. Any interested private non-profit agency must be in attendance to be considered eligible to respond to the RFP. The RFP submittal due date is April 9th. Separately, the Intent to Negotiate (ITN) from the governmental subcontracted CAPs due date is March 26th.

The ACAA Conference will be held on Thursday and Friday, May 13 and 14, at the Wigwam Resort in Litchfield Park. CSD will pay the conference registration to for commission members who wish to attend. The registration form is due next Thursday by 5:00 pm.

7. Review of Revised CAP Funding Formula

The City of Tolleson has notified MCHSD CSD via letter of their intention to provide 100% of the administrative costs to maintain and operate their CAP office. MCHSD CSD will provide the City of Tolleson CAP an allocation of the financial assistance funds via the HSD Online database.

8. Approve CAP Funding Formula Revision

On February 22, the Commission members approved a new administrative funding allocation formula for state fiscal year 2011. At a meeting held on March 8, the administrative funding allocation formula was revised. The final administrative funding allocation formula is recommended:

5% of the funds available set aside and to be divided equally among the 3 geographically rural CAPs serving Wickenburg, Buckeye, and Gila Bend.

Of the balance, 40% is to be divided equally among all the CAPs and 60% is to be allocated to the CAPs based on their percentage of poverty.

Chair Louise Moskowitz asked for approval of the revised CAP Administrative Funding Formula. Vice Mayor Kathie Farr made a motion to approve the formula as presented. Marty Sonnenberg seconded the motion. All were in favor and the revised CAP Funding Formula was approved.

9. Call to the Public

The Chandler CAP has provided volunteer tax service to its clients. They have assisted with 300 returns, which is approximately an aggregate if \$400,000 in returns. The Gilbert CAP has also been providing tax service, but there were no numbers available at this time.

Avondale is grateful for the HPRP program, as another resource for housing and utility assistance for residents of their service area. Avondale is also participating in

the Project Connect event tomorrow, in conjunction with Valley of the Sun United Way.

Amy Schwabenlender from Valley of the Sun United Way shared that the next Homeless Project Connect is scheduled for April 23rd. This project helps the homeless connect with services. The Homeless Project runs between 8 and 3:30 pm. They are seeking volunteers to assist participants.

Amy also mentioned that they have been working with the Veterans Administration at the state level. The VA is working on a 5 year plan to end homelessness among the veterans. She shared that the VA has a housing voucher program; this program is similar to Section 8 Vouchers, but for Veterans only. They can use the vouchers to help subsidize private rental units.

10. Adjournment

Chair Louise Moskowitz called for a motion to adjourn. Vice Mayor Kathie Farr made the motion and Councilman Steve Frate seconded the motion. The meeting was adjourned at 7:00 pm.